

ABILENE PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES
November 7, 2016

The Abilene Public Library Advisory Board met in the Conference Room of the Library at 4:00 PM, Monday November 7, 2016. A quorum was present.

Board Members present: Robert Carleton (Chair), Debra Lillick (Vice Chair), Stan Chapman, Dennis Regan, Ginna Sadler, Joe Specht, Michael Carrisalez.

Board Members absent: Carrie Casada, Tiffany Fink, Clint Buck.

Also attending: Kelley Messer, Assistant City Attorney; Leslie Andrews, Community Services Director; Lori Grumet, City Librarian; Marnie Boyers, Library Administrative Assistant

Media present: None

Mr. Carleton called the meeting to order at 4:07 PM.

Mr. Carleton introduced Marnie Boyers as the new Library Administrative Assistant.

Minutes were approved as amended by a majority of the board.

Ms. Grumet discussed the progress of the South Branch Library project. She reports it is coming along nicely. The glass wall has been delivered and installed. Rushworks, the contracted audiovisual company arrived today to install the camera system. There are some last minute lighting projects that she needs to request funds for from the Friends of the Library. The funds request will require an electronic board vote and hopefully she will have results in a day or two. The interior is very colorful. Ms. Grumet states she knows there are some items that will not be completed. Items such as the One Button studio come in a list of components with no instructions. It also contains some items that use Macintosh which the city will not support. Staff needs to work on what this is going to look like and how we will make it happen.

Ms. Grumet reminded the Board of the donor preview on November 14th. Cocktails and hors d'oeuvres will be provided by the Friends as well as the entertainment. The donor wall has gone up. The mall owners should be in attendance. Ms. Grumet is hopeful that members of Dyess Air Force Base will be there as well, as they should have received the invitations that went out. On the 19th, the public grand opening is at 10 AM, the Hardin-Simmons Cowboy band will provide preliminary music. There will be remarks from Matt Preston and Rob Carleton and the Mayor and also Ms. Grumet. Following the ribbon cutting, the band will march around the library and then out the doors. The staff has costumed characters lined up to appear. Lots of details and everyone's heads are spinning, but it should be wonderful. Ms. Grumet pointed out that everyone received their new name tags and to be sure and wear them to the Donor Preview and Grand Opening. Mr. Carleton thanked Ms. Grumet for the name tags.

Ms. Grumet provided everyone with an update on Dyess. The day was spent delivering and assembling shelving. There may be other pieces needed as we fill out the plan, as we have more material here than we did at the old space. Ms. Grumet states Dyess AFB is working on establishing a library on the base. They have hired Jennifer Rodman as the librarian. She has not started yet. The civil engineers have put plans together to build a library and attach it to the Hangar Center. Ms. Grumet is working with Fred Patao, who is the Flight Chief for the Education Division of the 7th Force Support Squadron as to what is the best way forward for a library run at Dyess. Ms. Grumet will be putting together meetings this winter of stakeholders, people at the base and people in town, to get a better picture of how this library should be run. Need to find the best way forward for Abilene and for Dyess.

Carrie Casada, the Friends of the Library representative was not in attendance, but sent an email to everyone to be opened and read for the record. Ms. Casada urged in her email for everyone to be at the South Branch Library Opening by 9:45 AM. Ms. Grumet remarked to get there early so everyone could be in the front in anticipation of the large crowds. Debra Lillick and Dennis Regan will not be in attendance for the Grand Opening on Saturday. Mr. Carleton read the remainder of Ms. Casada's email for the record. Ms. Casada reiterated the dates and times for the Donor Preview and the Grand Opening and also stated Ms. Libby Rankin is the Friends Chair for the opening celebrations. Ms. Casada states Tremain Jackson and his staff are in charge of the volunteers for the party. Tim Lillick is the new President of the Friends. Ms. Casada states that after all of South's building expenses, there is \$300,000 left in the Friends' budget. Ms. Sadler asked a question about the financing of the new South Branch and whether the friends financed the majority or if the City came through with more due to the top shelf appearance of the new library. Ms. Grumet stated that the City has been very supportive of the new library, but due to budget constraints the Friends have come up with most of the financing. Ms. Sadler asked if new books had to be ordered. Ms. Grumet stated that no, they were pulled from the collection at Main and also from Dyess. Ms. Sadler asked if the collection from Dyess was dated, and Ms. Grumet stated that it was about three years old and the majority of the materials received were DVD's. Ms. Grumet also described the addition of MP3 players to the collection that were received from Dyess that contain single books.

Mr. Carleton introduced a discussion on the Advisory Board Purpose and Structure discussion. He wishes to have a review of the By-laws and Handbook, a discussion over the major areas of board interest and the use of standing committees and ad-hoc committees. Mr. Carleton asked Ms. Andrews for clarification of the different types of committees. Ms. Andrews stated a standing committee has to be something voted on by the members of this board as a by-laws revision and adopted by City Council. An ad-hoc committee can be established to look at certain things you can bring back to the Board to look at. Mr. Carleton proposes to assemble a committee to select (5) purposes for 2017 for the Board to focus on. Another committee will review and suggest updates to the by-laws and handbook. Mr. Carleton would also like to assemble a committee to research how to involve our indigent and idle patrons in the services and programs of the library. Mr. Carleton commented that libraries across the country are freedom of use and access to the public, but the indigent and idle take up the space of those with the objective to use the library. A fourth committee will find the ways and the means to advocate for library funding next year during the state legislature session. Mr. Carleton has taken the liberty of

assigning members to these committees. For the Transient - Ginna Sadler for the leader and Mike Carrisalez for the assistant. For the purposes of 2017 - Debbie Lillick for leader, Stan Chapman to assist. For the handbook and by-laws review and creation of Standing Committees - Clint Buck to lead, Dennis Regan and Joe Specht to assist. For ways to advocate funding - Carrie Casada to lead, Tiffany Fink to assist.

Mr. Carleton opened the topic for any discussion:

Ms. Sadler asked if there were any journals or publications about dealing with the indigent. She mentioned an example of people blocking the ramp of the library and causing a disturbance. Ms. Grumet stated that there are some publications, but it depends on your locality. Ms. Grumet stated that the library does not have security cameras installed to be able to monitor the library or the patrons within it. If such monitoring had been available, the ramp could have been monitored by staff and the police could have been called. There have been numerous events that have happened, fights etc. that the library has had to deal with. There are not as many incidents at the other branches as compared to Main due to the location. Mr. Carleton expressed concern that incidences such as these could happen inside the building just as easily. That it seems to happen at places that the homeless congregate. Mr. Carleton asked if security was being addressed at this location. Ms. Grumet stated that we do not have the funding to put in a closed circuit television system, neither do we have the staff to monitor it. She stated that we do not have security personnel hired. She reports that she has employed security personnel in the past and found them ineffective. In her experience, security personnel tend to report and not intervene. Ms. Grumet has instructed all the staff that if they feel uncomfortable at all, to call the police. Question was raised about these issues occurring due to loitering on the front steps. Ms. Grumet replied that there is a small group of people who come in every day, not to use the library services, but to sleep. Mr. Chapman asked if we had any "No Loitering" signs. Ms. Grumet stated that we do not; we have "No Smoking" signs only. She believes "No Loitering" signs present difficulties. Mr. Chapman wonders if having the indigent groups there, if it is not scaring off patrons. Ms. Grumet replied in the affirmative. She also states the staff is fearful leaving at night. They must use an alley exit and they leave as a group. Mr. Chapman raised the idea of involving the police to patrol and help control the people on the steps. Ms. Grumet brought up the point of kids waiting on rides that sit out front. She believes it's very difficult to enforce no loitering. A discussion was started about bikes being tied up to trees and the backdoor cable. Ms. Grumet stated the staff puts notes on the bicycles and verbally tells people not to park their bicycles in those areas. It was agreed that "loitering" is a gray area and difficult to enforce, as you cannot restrict people from standing on the sidewalk. Mr. Chapman asked if there were any benches they could sit on. Ms. Grumet said there were not, but there is the rock wall and they all sit on that. Mr. Carrisalez brought up the idea of placing benches on the side to direct them to sit away from the stairs. Ms. Sadler suggested across the street by the parking lot. It was agreed that this was an issue to be discussed within the committee that was going to research how to deal with the indigent. This group includes Ms. Sadler, Mr. Carrisalez with the addition of Mr. Chapman.

Mr. Carleton concludes the meeting by announcing that today is a special day and we are expecting some special guests to help celebrate. It is the 50th anniversary of the creation of the Library Advisory Board. He states we did not discuss the topics for joint work sessions with the Friends of the Library

Board. Mr. Carleton states that it is very important to find a way to work with the Friends and find connections. He will work with Ms. Casada and come up with common issues. He wants better communication between the Board and the Friends.

The meeting was adjourned at 4:51 p.m.

The next scheduled Advisory Board Meeting is February 6, 2017 at 4 P.M.

Respectfully submitted,

Marnie Boyers

Marnie Boyers, Library Administrative Assistant